

**Texas Education Agency
Standard Application System (SAS)**

2014-2016 Technology Lending Program Grant

Program authority:	General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; TEC, Chapter 31, Section 31.021(f) and Chapter 32	FOR TEA USE ONLY <small>Write NOGA ID here</small>
Grant period:	October 1, 2014, to August 31, 2016	<div style="border: 1px solid black; padding: 5px; transform: rotate(-90deg); transform-origin: center;"> Received Texas Education Agency 2014 Nov 13 PM 1:24 </div>
Application deadline:	5:00 p.m. Central Time, May 13, 2014	
Submittal information:	Four complete copies of the application, three with original signature (blue ink preferred), must be received no later than the aforementioned time and date at this address: Document Control Center, Division of Grants Administration Texas Education Agency 1701 North Congress Ave Austin TX 78701-1494	
Contact information:	Kathy Ferguson: techlending@tea.state.tx.us; (512) 463-9400	

Schedule #1—General Information

Part 1: Applicant Information

Organization name	County-District #	Campus name/#	Amendment #
Dilley Independent School District	082902	001,101	
Vendor ID #	ESC Region #	US Congressional District #	DUNS #
1741612405	20	23	095105441
Mailing address		City	State ZIP Code
245 Highway 117		Dilley	TX 78017

Primary Contact

First name	M.I.	Last name	Title
Steve		Lozano	Federal Programs Director
Telephone #	Email address		FAX #
830-965-1912	Steve.lozano@dillevisd.net		830-965-4069

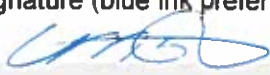
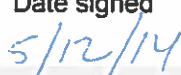
Secondary Contact

First name	M.I.	Last name	Title
Pamela	M	Bendele	Business Manager
Telephone #	Email address		FAX #
830-965-1912	Pamela.bendele@dillevisd.net		830-965-4069

Part 2: Certification and Incorporation

I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. **It is understood by the applicant that this application constitutes an offer and, if accepted by the Agency or renegotiated to acceptance, will form a binding agreement.**

Authorized Official:

First name	M.I.	Last name	Title
Clint		McLain	Superintendent
Telephone #	Email address		FAX #
830-965-1912	Clint.mclain@dillevisd.net		830-965-4069
Signature (blue ink preferred)		Date signed	
			

Only the legally responsible party may sign this application.

701-14-107-189

Schedule #1—General Information (cont.)

County-district number or vendor ID: 082902

Amendment # (for amendments only):

Part 3: Schedules Required for New or Amended Applications

An X in the "New" column indicates a required schedule that must be submitted as part of any new application. The applicant must mark the "New" checkbox for each additional schedule submitted to complete the application.

For amended applications, the applicant must mark the "Amended" checkbox for each schedule being submitted as part of the amendment.

Schedule #	Schedule Name	Application Type	
		New	Amended
1	General Information	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	Required Attachments and Provisions and Assurances	<input checked="" type="checkbox"/>	N/A
4	Request for Amendment	N/A	<input checked="" type="checkbox"/>
5	Program Executive Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Program Budget Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Professional and Contracted Services (6200)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9	Supplies and Materials (6300)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10	Other Operating Costs (6400)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11	Capital Outlay (6600/15XX)	<input type="checkbox"/>	<input type="checkbox"/>
12	Demographics and Participants to Be Served with Grant Funds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13	Needs Assessment	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14	Management Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15	Project Evaluation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Responses to Statutory Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Responses to TEA Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 082902

Amendment # (for amendments only):

Part 1: Required Attachments

The following table lists the fiscal-related and program-related documents that are required to be submitted with the application (attached to the back of each copy, as an appendix).

#	Applicant Type	Name of Required Fiscal-Related Attachment
No fiscal-related attachments are required for this grant.		
#	Name of Required Program-Related Attachment	Description of Required Program-Related Attachment
No program-related attachments are required for this grant.		

Part 2: Acceptance and Compliance

By marking an X in each of the boxes below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following guidelines, provisions, and assurances.

Note that provisions and assurances specific to this program are listed separately; in Part 3 of this schedule, and require a separate certification.

X	Acceptance and Compliance
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with the General and Fiscal Guidelines .
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with the program guidelines for this grant.
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with all General Provisions and Assurances requirements.
<input checked="" type="checkbox"/>	I certify that I am not debarred or suspended. I also certify my acceptance of and compliance with all Debarment and Suspension Certification requirements.

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 082902

Amendment # (for amendments only):

Part 3: Program-Specific Provisions and Assurances☒ I certify my acceptance of and compliance with all program-specific provisions and assurances listed below.

#	Provision/Assurance
1.	The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
2.	The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3.	The applicant assures that funds provided under the Instructional Materials Allotment (IMA) or other funding is insufficient to purchase enough lending technology for every student who needs dedicated access to a device.
4.	The applicant assures that it will provide access to lending technology and residential access to the Internet for students, including economically disadvantaged students and students with disabilities, who do not already have either the needed equipment or Internet service for learning at home.
5.	The applicant understands that equipment purchased with Technology Lending Program Grant funds is the property of the district or charter school.
6.	The applicant assures that infrastructure and technical support are adequate to support students' use of loaned equipment provided through the grant at its participating campus(es).
7.	The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
8.	The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment.
9.	The applicant assures that it will obtain a Technology Lending Agreement signed by the parents/guardian of each participating student and by the student participating in the program, including an assurance of student's mastery of the grade-appropriate Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills.
10.	The applicant assures that it has an approved 2013-2014 district technology plan on file with TEA. The applicant understands that if an approved 2013-2014 district technology plan is not on file with TEA at the time the applications is submitted to TEA on the application due date, the application is not eligible to be funded.
11.	The applicants assures that it is at Developing or higher Level of Progress in Teaching and Learning and in Educator Preparation in their Texas Campus School Technology and Readiness (STaR Chart) report for the 2012-2013 school year.
11.	The applicant assures that technology lending and use of electronic instructional materials are incorporated into school district or open-enrollment charter school's technology plan.
12.	The applicant assures that appropriate professional development has already been provided for teachers in the use of digital content or that appropriate professional development will be provided within the first three months of the grant period (i.e., October 1, 2014-December 31, 2014) to be prepared for the grant implementation.
13.	The applicant assures that a minimum of 50% of the funds awarded will be spent within the first four months of the grant period (i.e., October 1, 2014-February 1, 2015), and that 100% of the funds will be expended no later than the end of the 1 st year of the grant period (i.e. August 31, 2015) to ensure full program implementation through August 31, 2016.
14.	The applicant agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data.

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Schedule #4—Request for Amendment

County-district number or vendor ID: 082902

Amendment # (for amendments only):

Part 1: Submitting an Amendment

This schedule is used to amend a grant application that has been approved by TEA and issued a Notice of Grant Award (NOGA). **Do not submit this schedule with the original grant application.** Refer to the instructions to this schedule for information on what schedules must be submitted with an amendment.

An amendment may be submitted by mail **or** by fax. Do not submit the same amendment by both methods. Amendments submitted via email will not be accepted.

If the amendment is mailed, submit three copies of each schedule pertinent to the amendment to the following address: Document Control Center, Division of Grants Administration, Texas Education Agency, 1701 N. Congress Ave., Austin TX 78701-1494.

If the amendment is faxed, submit one copy of each schedule pertinent to the amendment to either of the following fax numbers: (512) 463-9811 or (512) 463-7915.

The last day to submit an amendment to TEA is listed on the [TEA Grant Opportunities](#) page. An amendment is effective on the day TEA receives it in substantially approvable form. All amendments are subject to review and approval by TEA.

Part 2: When an Amendment is Required

For all grants, regardless of dollar amount, prior written approval is required to make certain changes to the application. Refer to the "When to Amend" guidance posted in the Amendments section of the Division of Grants Administration [Grant Management Resources](#) page to determine when an amendment is required for this grant. Use that guidance to complete Part 3 and Part 4 of this schedule.

Part 3: Revised Budget

#	Schedule #	Class/ Object Code	A	B	C	D
			Grand Total from Previously Approved Budget	Amount Deleted	Amount Added	New Grand Total
2.	Schedule #8: Contracted Services	6200	\$	\$	\$	\$
3.	Schedule #9: Supplies and Materials	6300	\$	\$	\$	\$
4.	Schedule #10: Other Operating Costs	6400	\$	\$	\$	\$
5.	Schedule #11: Capital Outlay	6600/ 15XX	\$	\$	\$	\$
6.	Total direct costs:		\$	\$	\$	\$
7.	Indirect cost (%):		\$	\$	\$	\$
8.	Total costs:		\$	\$	\$	\$

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Schedule #4—Request for Amendment (cont.)

County-district number or vendor ID: 082902

Amendment # (for amendments only):

Part 4: Amendment Justification

Line #	# of Schedule Being Amended	Description of Change	Reason for Change
1.			
2.			
3.			
4.			
5.			
6.			
7.			

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Schedule #5—Program Executive Summary

County-district number or vendor ID: 082902

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

Dilley Independent School District has a current enrollment of 1,018. The enrollment at the three campuses is as follows:

Dilley High School (grades 9-12) 255

Mary Harper Middle School (grades 6-8) 240

Dilley Elementary School (Pre-K – 5) 523

Dilley ISD currently has a technology lending program at the Mary Harper Middle School. During the 2011-2012 school year, Mary Harper Middle School was a recipient of the TTIPS grant. As part of the grant, every student in grades 6-8 received a dedicated device for their use in the classroom and also in the home. In this case the district chose iPads. Once the students move on to the High School, the District has not been able to provide the one-to-one device. Currently the high school has 75 iPads for student use and 4 laptop carts of 20 units.

Dilley ISD encourages students to BYOD, but for the student population that does not have that opportunity, we would like to provide the use of a device to the High School Students and Elementary Students to have 24 hour access to the devices. DISD would provide the majority of the devices to the High School since the students are already accustomed to having a dedicated device for their use. The remaining devices would be provided to the Elementary School to be checked out. The Elementary Campus has 4 iPad carts that are used in the classrooms as a set, but do not have the capability to be checked out for home use.

In November 2013, the district had the students complete a survey on internet access as a part of an overall technology survey conducted in conjunction with ESC20. Of the approximate 255 high school students, 89% of the students reported they had internet access in the home and of the elementary students, 76% said they had home access. The district will purchase 25 iPads with Cellular capabilities and purchase 25 unlimited data plans for the students who do not have internet access in the home. The remaining iPads to be purchased will be equipped with Wi-Fi reflecting the needs of the students as documented in the clarity survey. Also, as part of the grant, we will purchase 15 to 20 wireless routers for the homes that only have hard wired internet access.

The District will present short timelines to be able to have the devices into the hands of the students in the shortest amount of time possible. The District has had 3 school years to learn the "ins and outs" of lending technology. The District has developed the appropriate forms, learned the best ways to communicate the responsibility to the students and parents, and especially acceptable use.

For the 2014-2015 school year, the District will employ an Educational Technology Trainer to work with students and the use of technology and also to help teachers' better utilize technology in the instructional setting.

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Schedule #5—Program Executive Summary (cont.)

County-district number or vendor ID: 082902

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

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Schedule #6—Program Budget Summary

County-district number or vendor ID: 082902			Amendment # (for amendments only):			
Program authority: General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; Texas Education Code, Chapter 31, Section 31.021(f) and Chapter 32						
Grant period: October 1, 2014, to August 31, 2016			Fund code: 410			
Budget Summary						
Schedule #	Title	Class/ Object Code	Program Cost	Admin Cost	Total Budgeted Cost	
Schedule #8	Professional and Contracted Services (6200)	6200	\$20,614	\$	\$20,614	
Schedule #9	Supplies and Materials (6300)	6300	\$65,625	\$	65,625	
Schedule #10	Other Operating Costs (6400)	6400	\$13,761	\$	13,761	
Schedule #11	Capital Outlay (6600/15XX)	6600/ 15XX	\$	\$	\$	
Total direct costs:			\$100,000	\$	\$100,000	
Percentage% <u>indirect costs</u> (see note):			N/A	\$	\$	
Grand total of budgeted costs (add all entries in each column):			\$100,000	\$	\$100,000	
Administrative Cost Calculation						
Enter the total grant amount requested:					\$100,000	
Percentage limit on administrative costs established for the program (15%):					× .15	
Multiply and round down to the nearest whole dollar. Enter the result.					\$15,000	
This is the maximum amount allowable for administrative costs, including indirect costs:						

NOTE: Indirect costs are calculated and reimbursed based on actual expenditures when reported in the expenditure reporting system, regardless of the amount budgeted and approved in the grant application. If indirect costs are claimed, they are part of the total grant award amount. They are not in addition to the grant award amount.

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. Do not submit an amendment solely for the purpose of budgeting indirect costs.

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Schedule #8—Professional and Contracted Services (6200)

County-district number or vendor ID: 082902

Amendment # (for amendments only):

NOTE: Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider.

Expense Item Description		Grant Amount Budgeted
6269	Rental or lease of buildings, space in buildings, or land Specify purpose:	\$
6299	Contracted publication and printing costs (specific approval required only for nonprofits) Specify purpose:	\$
62XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply: <input type="checkbox"/> Salaries/benefits <input type="checkbox"/> Other: <input type="checkbox"/> Networking (LAN) <input type="checkbox"/> Other: <input type="checkbox"/> Computer/office equipment lease <input type="checkbox"/> Other: <input type="checkbox"/> Building use <input type="checkbox"/> Other: <input type="checkbox"/> Copier/duplication services <input type="checkbox"/> Other: <input type="checkbox"/> Telephone <input type="checkbox"/> Other: <input type="checkbox"/> Administrative <input type="checkbox"/> Other:	\$
a. Subtotal of professional and contracted services (6200) costs requiring specific approval:		\$

Professional Services, Contracted Services, or Subgrants Less Than \$10,000

#	Description of Service and Purpose	Check If Subgrant	Grant Amount Budgeted
1		<input type="checkbox"/>	
2		<input type="checkbox"/>	\$
3		<input type="checkbox"/>	\$
4		<input type="checkbox"/>	\$
5		<input type="checkbox"/>	\$
6		<input type="checkbox"/>	\$
7		<input type="checkbox"/>	\$
8		<input type="checkbox"/>	\$
9		<input type="checkbox"/>	\$
10		<input type="checkbox"/>	\$
b. Subtotal of professional services, contracted services, or subgrants less than \$10,000:			\$

Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000

Specify topic/purpose/service: AT & T unlimited data service, plus applicable taxes		<input type="checkbox"/> Yes, this is a subgrant
Describe topic/purpose/service: unlimited data service, 25 iPads for 20 months of project		
Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
1	Contractor's payroll costs # of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services	\$
	Contractor's supplies and materials	\$
	Contractor's other operating costs	\$20,614
	Contractor's capital outlay (allowable for subgrants only)	\$
Total budget:		\$20,614

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Schedule #8—Professional and Contracted Services (6200)

County-District Number or Vendor ID: 082902

Amendment number (for amendments only):

Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000 (cont.)

2	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
3	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
4	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
5	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	

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Schedule #8—Professional and Contracted Services (6200)

County-District Number or Vendor ID: 082902

Amendment number (for amendments only):

Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000 (cont.)

6	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
7	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
8	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
c. Subtotal of professional services, contracted services, and subgrants greater than or equal to \$10,000:			
a. Subtotal of professional services, contracted services, and subgrant costs requiring specific approval:		\$	
b. Subtotal of professional services, contracted services, or subgrants less than \$10,000:		\$	
c. Subtotal of professional services, contracted services, and subgrants greater than or equal to \$10,000:		\$20,614	
d. Remaining 6200—Professional services, contracted services, or subgrants that do not require specific approval:		\$	
(Sum of lines a, b, c, and d) Grand total		\$	

For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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Schedule #9—Supplies and Materials (6300)

County-District Number or Vendor ID: 082902				Amendment number (for amendments only):			
Expense Item Description							
63XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply:						Grant Amount Budgeted
	<input type="checkbox"/>	Print shop fees	<input type="checkbox"/>	Technology-related supplies	\$		
	<input type="checkbox"/>	Postage	<input type="checkbox"/>	Other:			
	<input type="checkbox"/>	Copy paper	<input type="checkbox"/>	Other:			
6399	Technology Hardware—Not Capitalized						Grant Amount Budgeted
	#	Type	Purpose	Quantity	Unit Cost		
	1	iPads	For homes with Internet Access	114	\$390		
	2	iPads 3G	For homes w/o Internet Access	25	\$508		
	3	Cases	Protective iPad Cases	139	\$35		
	4	Laptop	Used to push updates to iPads	2	\$1600		
5	Wireless Routers	For hard wired home to have Wi-Fi	20	\$20			
6399	Technology software—Not capitalized						\$
6399	Supplies and materials associated with advisory council or committee						\$
Subtotal supplies and materials requiring specific approval:						\$65,625	
Remaining 6300—Supplies and materials that do not require specific approval:						\$	
Grand total:						\$65,625	

For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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Schedule #10—Other Operating Costs (6400)			
County-District Number or Vendor ID: 082902		Amendment number (for amendments only):	
Expense Item Description			Grant Amount Budgeted
64XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be used by ESC when ESC is the applicant. Check all that apply:		\$
	<input type="checkbox"/> ESC-owned vehicle usage	<input type="checkbox"/> Other:	
	<input type="checkbox"/> Insurance	<input type="checkbox"/> Other:	
6411	Out-of-state travel for employees (includes registration fees)		\$
	Specify purpose:		
6412	Travel for students (includes registration fees; does not include field trips): Specific approval required only for nonprofit organizations.		\$
	Specify purpose:		
6413	Stipends for non-employees (specific approval required only for nonprofit organizations)		\$
	Specify purpose:		
6419	Travel for non-employees (includes registration fees; does not include field trips): Specific approval required only for nonprofit organizations		\$
	Specify purpose:		
6411/ 6419	Travel costs for executive directors (6411); superintendents (6411); or board members (6419): Includes registration fees		\$
	Specify purpose:		
6429	Actual losses that could have been covered by permissible insurance		\$13,761
6490	Indemnification compensation for loss or damage		\$
6490	Advisory council/committee travel or other expenses		\$
6499	Membership dues in civic or community organizations (not allowable for university applicants)		\$
	Specify name and purpose of organization:		
6499	Publication and printing costs—if reimbursed (specific approval required only for nonprofit organizations)		\$
	Specify purpose:		
Subtotal other operating costs requiring specific approval:			\$
Remaining 6400—Other operating costs that do not require specific approval:			\$
Grand total:			\$13,761

In-state travel for employees does not require specific approval. Field trips consistent with grant program guidelines do not require specific approval. See [TEA Guidelines Related to Specific Costs](#) for more information about field trips. For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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Schedule #11—Capital Outlay (6600/15XX)

County-District Number or Vendor ID: 082902

Amendment number (for amendments only):

15XX is only for use by charter schools sponsored by a nonprofit organization.

#	Description/Purpose	Quantity	Unit Cost	Grant Amount Budgeted
6669/15XX—Library Books and Media (capitalized and controlled by library)				
1		N/A	N/A	\$
66XX/15XX—Technology hardware, capitalized				
2			\$	\$
3			\$	\$
4			\$	\$
5			\$	\$
6			\$	\$
7			\$	\$
8			\$	\$
9			\$	\$
10			\$	\$
11			\$	\$
66XX/15XX—Technology software, capitalized				
12			\$	\$
13			\$	\$
14			\$	\$
15			\$	\$
16			\$	\$
17			\$	\$
18			\$	\$
66XX/15XX—Equipment, furniture, or vehicles				
19			\$	\$
20			\$	\$
21			\$	\$
22			\$	\$
23			\$	\$
24			\$	\$
25			\$	\$
26			\$	\$
27			\$	\$
28			\$	\$
66XX/15XX—Capital expenditures for improvements to land, buildings, or equipment that materially increase their value or useful life				
29				\$
Grand total:				\$

For a list of unallowable costs, as well as guidance related to capital outlay, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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Schedule #12—Demographics and Participants to Be Served with Grant Funds

County-district number or vendor ID: 082902

Amendment # (for amendments only):

Part 1: Student Demographics. Enter the data requested for the population to be served by this grant program. If data is not available, enter DNA. Use the comments section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program.

Total enrollment: 778

Category	Number	Percentage	Category	Percentage
African American	1	N/A	Attendance rate	93.68%
Hispanic	684	N/A	Annual dropout rate (Gr 9-12)	2.3%
White	89	N/A	TAKS met 2011 standard, all tests (sum of all grades tested; standard accountability indicator)	N/A
Asian	4	N/A	TAKS commended 2011 performance, all tests (sum of all grades tested)	N/A
Economically disadvantaged	669	86%	Students taking the ACT and/or SAT	N/A
Limited English proficient (LEP)	35	4%	Average SAT score (number value, not a percentage)	N/A
Disciplinary placements	25	3%	Average ACT score (number value, not a percentage)	N/A

Comments

Currently the district has a very high percentage of students classified as homeless; the high school has 60 students and the elementary has 102 students. The district also has 15 high school and 36 elementary students classified as Migrant.

Part 2: Students to Be Served with Grant Funds. Enter the number of students in each grade, by type of school, projected to be served under the grant program.

School Type	PK (3-4)	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Public	52	84	74	87	72	79	78				69	69	64	50	778
Open-enrollment charter school															
Public institution															
Private nonprofit															
Private for-profit															
TOTAL:	52	84	74	87	72	79	78				69	69	64	50	778

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Schedule #13—Needs Assessment

County-district number or vendor ID: 082902

Amendment # (for amendments only):

Part 1: Process Description. A needs assessment is a systematic process for identifying and prioritizing needs, with "need" defined as the difference between current achievement and desired or required accomplishment. Describe your needs assessment process, including a description of how needs are prioritized. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The need for a lending program at the high school and elementary program is very evident. The students advancing from the middle school to high school are going from having a dedicated 1:1 device to having access with either an iPad or an assortment of laptops on the campus. Prior to middle school, access to devices is also limited at the elementary level. The elementary campus has technology, but since they are provided as classroom sets, it is not conducive to a lending program. The elementary campus has technology, but since they are provided as classroom sets, it is not conducive to a lending program. We would like to have some iPads available to the students to reinforce what they are learning in the classroom or to advance the learning. The Technology Lending Program Grant would provide for 139 iPads to be shared between the high school and elementary campuses.

The grant would also provide access to the students who do not have internet access in their home. The devices would provide these students the opportunity to have a device wherever they are considering their home. It is also understood that we will be lending out this equipment on a checkout basis for the use of student success. The grant will purchase data plans for a given amount of iPads so they will have the same opportunities to access digital instructional material as other students. A large percentage of Dilley ISD students have internet access at home, but we will purchase some wireless routers (15-20 based on need) to check out to the homes that only have hard wire access, so these students will be able to utilize the iPads with Wi-Fi.

Also, district wide there is a very high percentage of homeless students. The devices would provide these students the opportunity to have a device wherever they are considering their home.

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Schedule #13—Needs Assessment (cont.)

County-district number or vendor ID: 082902

Amendment # (for amendments only):

Part 2: Alignment with Grant Goals and Objectives. List your top five needs, in rank order of assigned priority. Describe how those needs would be effectively addressed by implementation of this grant program. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Identified Need	How Implemented Grant Program Would Address
1.	Need for economically disadvantaged high school students to have access to a dedicated device for use during school and in the home setting.	The grant funds would allow for the purchase of 139 devices, with related protective case and insurance to allow for student check out and check in. 25 of the devices would have the capabilities of cellular service and the district would purchase data plans for home access.
2.	Need for the economically disadvantaged elementary students to have devices available for lending.	The lending grant would allow for the elementary aged student to check out a device to reinforce or advance the learning in the classroom in the home setting.
3.	Need to provide internet service to homes of the economically disadvantage students without service in the home.	The grant provides for the purchase of devices with the capabilities of accessing the internet via cellular service. The grant would purchase data plans to provide to those without anytime of internet service in the home. For the homes with hard wired service only, we would purchase wireless routers to be able to utilize the devices with Wi-Fi.
4.	Protection from damage and/or destruction.	The grant funds allow for the purchase of insurance to protect the device for three years. The district can purchase a 3 year insurance plan through Apple Care to protect all the devices.
5.		

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Schedule #14—Management Plan

County-district number or vendor ID: 082902

Amendment # (for amendments only):

Part 1: Staff Qualifications. List the titles of the primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program, along with desired qualifications, experience, and any requested certifications. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Title	Desired Qualifications, Experience, Certifications
1.	Technology Director	Bachelor's degree in Technology Field, At least three years with computer hardware and instructional software applications
2.	Computer Technicians	Associate's degree in computer science or electronics, or relevant experience in a technology field, at least on year technical support experience
3.	Educational Technology Trainer	Valid Texas Teacher's certificate; Bachelor's Degree/Master's Degree preferred; Master Technology Teacher Certification pursued. At least 3 years exceptional performance as a classroom teacher, effective in the use of instructional strategies to deliver technology enhanced
4.		
5.		

Part 2: Milestones and Timeline. Summarize the major objectives of the planned project, along with defined milestones and projected timelines. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Objective	Milestone	Begin Activity	End Activity
1.	Increase the number of students that will have access to devices.	1. Order Devices	10/01/2014	10/10/2014
		2. Receive	10/10/2014	10/20/2014
		3. Tag	10/20/2014	10/31/2014
		4. District Setup of Devices	10/31/2014	11/30/2014
		5.	XX/XX/XXXX	XX/XX/XXXX
2.	Student/parent meetings to train and acquire the appropriate information regarding use.	1. Meetings with Students and Parents	10/31/2014	11/30/2014
		2. Signed Technology Lending Agreement	XX/XX/XXXX	XX/XX/XXXX
		3. Responsible Use Policy	XX/XX/XXXX	XX/XX/XXXX
		4. Digital Citizenship Strand of TEKS	XX/XX/XXXX	XX/XX/XXXX
		5.	XX/XX/XXXX	XX/XX/XXXX
3.	Start the lending of devices so students have access	1. Distribute Devices	12/01/2014	08/15/2016
		2. Start the data services	12/01/2014	08/31/2016
		3. Support students with devices	XX/XX/XXXX	XX/XX/XXXX
		4.	XX/XX/XXXX	XX/XX/XXXX
		5.	XX/XX/XXXX	XX/XX/XXXX
4.	Provide support to students with the device, monitor usage of devices	1. Continual support to students about the devices	12/01/2014	08/31/2016
		2.	XX/XX/XXXX	XX/XX/XXXX
		3.	XX/XX/XXXX	XX/XX/XXXX
		4.	XX/XX/XXXX	XX/XX/XXXX
		5.	XX/XX/XXXX	XX/XX/XXXX
5.	Program evaluation	1. Continuous program evaluation with students, ATT	12/01/2014	08/31/2016
		2. Monitor the 9 Performance Measures	XX/XX/XXXX	XX/XX/XXXX
		3.	XX/XX/XXXX	XX/XX/XXXX
		4.	XX/XX/XXXX	XX/XX/XXXX
		5.	XX/XX/XXXX	XX/XX/XXXX

Grant funds will be used to pay only for activities occurring between the beginning and ending dates of the grant, as specified on the Notice of Grant Award.

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Schedule #14—Management Plan (cont.)

County-district number or vendor ID:

Amendment # (for amendments only):

Part 3: Feedback and Continuous Improvement. Describe the process and procedures your organization currently has in place for monitoring the attainment of goals and objectives. Include a description of how the plan for attaining goals and objectives is adjusted when necessary and how changes are communicated to administrative staff, teachers, students, parents, and members of the community. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The Clarity survey is conducted twice a year. Staff and students participate in the study to measure a variety of areas. The areas surveyed relating to technology are as follows:

- Curriculum
- Professional Development
- Infrastructure at home
- Infrastructure at school
- 21st Learning
- Technology support at school

In addition to the Clarity survey, the district will monitor the 9 Performance Measures listed in the application guidelines for the 2014-2016 Technology Lending Program Grant.

If at any time the goals and objectives need to be adjusted, the fastest method of communication to district staff would be the utilization of the district email service with the needed follow up addressed in staff meetings and the weekly administrative meetings. The district utilizes a phone call out system (School Messenger) to notify and update parents and the community as needed.

Part 4: Sustainability and Commitment. Describe any ongoing, existing efforts that are similar or related to the planned project. How will you coordinate efforts to maximize effectiveness of grant funds? How will you ensure that all project participants remain committed to the project's success? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The Technology Lending Program Grant would be an integral part of the District's overall goal of implementing a culture of problem-based learning throughout the school system. By providing the equipment necessary for students to learn at school and home, then we are breaking down the classroom walls and helping students to diversity their learning. In creating a culture, the project will be sustained through the District's commitment to project-based learning and as the technology continues to evolve the program will evolve as well.

The staff will ensure that the devices are received in a timely manner, proper training on the device is conducted and the devices are in the students' hands by the first of the 3rd month of the grant to maximize the students use and opportunity for extended learning opportunities in and out of the classroom setting. The District will coordinate with students and staff to ensure that all students needing access to devices will have the opportunity to check out a device with priority given to the economically disadvantaged students.

We will ensure all project participants remain committed to the project's success by reviewing the data on usage, addressing student needs, and to continue to build more use of technology into the classroom setting. The project participants should remain committed to the project's success with the assistance of the Educational Technology Trainer to help staff and students work with using technology effectively.

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Schedule #15—Project Evaluation

County-district number or vendor ID:

Amendment # (for amendments only):

Part 1: Evaluation Design. List the methods and processes you will use on an ongoing basis to examine the effectiveness of project strategies, including the indicators of program accomplishment that are associated with each. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Evaluation Method/Process	Associated Indicator of Accomplishment	
1.	Purchase of devices timely and readied with District Setup	1.	Ensure purchase, receipt, tagging of iPads is completed by 10/31/2014
		2.	District setup of devices should be completed by 11/30/2014
		3.	
2.	Distribution of Devices timely to ensure students have access	1.	Student and parent meetings should begin by 10/31/2014
		2.	Distribution of devices should begin 12/1/2014
		3.	
3.	Student support on the device	1.	Continuous support to students on the proper use of the device
		2.	
		3.	
4.	Continuous evaluation	1.	Will monitor check out and check in logs to ensure all students have access
		2.	Will monitor AT&T usage information on the cellular iPads
		3.	Will monitor the 9 performance measures
5.	Bi-annual Clarity Survey	1.	Will have questions regarding the project included in the survey
		2.	
		3.	

Part 2: Data Collection and Problem Correction. Describe the processes for collecting data that are included in the evaluation design, including program-level data such as program activities and the number of participants served, and student-level academic data, including achievement results and attendance data. How are problems with project delivery to be identified and corrected throughout the project? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The Clarity survey conducted in November, 2013 about the availability of internet access in the home was a great indicator on the types of devices we needed to purchase – either Wi-Fi or devices with cellular capabilities. The staff responsible for checking out the devices will maintain data on the students' use of the devices, such as who is utilizing the devices and for how long. The campus administration will be over seeing the academic data and achievement results as well as attendance data on a regular basis. They will monitor teachers lesson plans to ensure they are building technology into the classroom setting on a regular basis, benchmark testing to see the progress of the learning in the subject areas, and also to see that forward progress is being attained on the STAAR assessments.

The Administration has made it clear that once the grant project date is here, purchase orders will be issued immediately to start the process of ordering the devices and that it is understood that this is a priority and the devices will be in the hands of the students starting by December 1, 2014. All problems will be addressed in a timely manner as they arise.

The Administration will ensure from the start of the grant that all processes, if they are not already in place, they will be by the start of the grant period to collect data required to report on the nine performance measures as detailed in the "Application Guidelines" for the "2014-2016 Technology Lending Program Grant." The grantee will also monitor those same measures to ensure the economically disadvantaged student are utilizing the devices as intended. Should any modification to the program need to be made, the Administration came make necessary changes timely.

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Schedule #16—Responses to Statutory Requirements

County-district number or vendor ID: 082902

Amendment # (for amendments only):

Statutory Requirement 1: Applicant must describe how it will use funds to implement or enhance a technology lending program to loan students the equipment necessary to access and use electronic instructional materials. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The District will use the funds to purchase 139 iPads, with protective cases and insurance in order to protect the investment in the technology. Of the 139 iPads, 25 will have the capability to use cellular to have unlimited data access. The majority of our student population has access to the internet in the home. The District will purchase about 20 wireless routers for the homes with hardwired internet access vs wireless access. The focus for the lending program will be in the High School and a more limited number for the Elementary Campus. The Middle School currently has a 1 to 1 lending program and yet as the students make their way to the High School Campus, the available technology for lending is very limited. The High School campus has laptops and some iPads for classroom use.

The Elementary campus has grade level iPad carts for classroom or small group projects. Since the carts are used by all classrooms, there is not the availability to check out these devices. We would like to provide some of the devices so students will have the opportunity to use the device in the home.

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Schedule #16—Responses to Statutory Requirements

County-district number or vendor ID:

Amendment # (for amendments only):

Statutory Requirement 2: If the applicant has already purchased, or is also purchasing, lending equipment through other funding sources such as the Instructional Materials Allotment, the applicant must describe how equipment from all funding sources will be used in a cohesive manner to support efforts to ensure students have dedicated access to a technology device. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The District has purchased iPads for a 1 to 1 device at the Middle School. The funds were from the TTIPS grant. The District has also utilized local funds to purchase iPads for the Elementary School. With the students that will BYOD, these additional devices should help the economically disadvantaged students with access to technology both in the classroom and home environments.

Once the program has been implemented, the technical resources will be more readily available to the students. All students will have an opportunity to extend their resources by having such equipment and expand their learning by having more advanced technology to utilize.

The Instructional Materials Allotment will not be adequate to use for the textbook adoptions and to purchase technology for the 2014-2015 school year.

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Schedule #17—Responses to TEA Program Requirements

County-district number or vendor ID:

Amendment # (for amendments only):

TEA Program Requirement 1: Applicant must describe how the lending program aligns with existing mission and goals of the public school district or open-enrollment charter school. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The technology lending program will align with the existing District's mission and goals by helping the district provide an excellent education and to promote students to be productive and successful citizens. Dilley ISD's vision statement reads "Where the best in education, skills, and preparedness for the future is achieved." Technology literacy among our students is vital for developing their future skills. All students should have equal access to the best possible tools to foster and promote an excellent education. The technology lending program will help prepare all students to be college and career ready, by enhancing the learning experience outside of the school setting.

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Schedule #17—Responses to TEA Program Requirements

County-district number or vendor ID:

Amendment # (for amendments only):

TEA Program Requirement 2: Applicant must describe how it will prioritize campuses with the highest need for a technology lending program. Applicant must also describe how it will ensure access to lending equipment and residential access to the Internet among students who have the greatest need. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The Mary Harper Middle School was the recipient of the TTIPS grant for the 2011-2012, 2012-2013, and 2013-2014 school years. As part of the TTIPS grant, there was a one-to-one initiative for the 6th, 7th, and 8th grade students. Once the students reach Dilley High School, dedicated student one-to-one devices are limited. While the District encourages students to BYOD, not every student has this opportunity. As the 2011-2012 AEIS report states, Dilley High School has 165 students, or 67.9% of the student population is economically disadvantaged students. Dilley Elementary School has 437 students, or 82.3% of the student population is economically disadvantaged students. The District would like to utilize about 85% of the devices at Dilley High School and the remaining 15% with the Elementary students.

For those students who do not have access to the internet in their home environment, the district will purchase iPads with cellular capabilities and the district will purchase unlimited data plans to ensure the student has all opportunities to check out the devices and be successful with digital instructional materials. If the home has only hard wired internet, we will use some of the funds to purchase wireless routers so the student can utilize the iPads with Wi-Fi capabilities.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID:

Amendment # (for amendments only):

TEA Program Requirement 3: Applicant must describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The Elementary campus currently has 4 carts with 30 devices each for teachers to use for group instruction in all the core subject areas. Along with one lab, the group or classroom setting will introduce the young students to the device and the lending program will allow the student to continue learning in the home environment. The High School primarily has mobile laptop carts to utilize in classroom instruction along with two computer labs. In conjunction with the combination of the BYOD and the lending program, additional technology based instruction will be developed into the lesson plans for the high school campus.

Some of the staff from the elementary campus will be attending staff development this summer and will return to share what they learned with all the staff during the in-service days in August. The staff development is focused on using technology in the classroom.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID:

Amendment # (for amendments only):

TEA Program Requirement 4: Applicant must describe how it is using electronic instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Electronic instructional materials are being used at the Mary Harper Middle School (grades 6th, 7th, and 8th), but with the lack of devices at the Dilley High School, the usage of electronic materials and technological integrations is very limited. Currently, the middle school is using the devices for enhancing student achievement for the STAAR, and we have instructor lead lessons where teachers guide the students through on-line learning and apply their skills through virtual simulations.

Two current examples of this at the middle school that could be expanded to the high school are the technological uses in science and math. In science at the middle school, students are able to do some labs virtually enabling them to expand on the normal lab environment. This opportunity would be great for high school science classrooms. Also, in the middle school, we have one math teacher who has been flipping some of her classroom instruction, and this is only one example of the instructional processes that can grow at both the middle school and high schools.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID:

Amendment # (for amendments only):

TEA Program Requirement 5: Applicant must describe professional development for teachers in the use of electronic instructional material that has already occurred or will occur within the first three months of the grant period (i.e., October 1, 2014–December 31, 2014) to be prepared for the grant implementation. Note: Any professional development that is provided within the grant period must be provided with non-grant funds. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The middle school staff has had exceptional learning opportunities to become proficient in how to use electronic instructional materials in the classroom. During the summer, some of the elementary staff will be attending staff development opportunities to learn how to incorporate the electronic materials into their classrooms. These staff members will return and hold staff development for teachers who were unable to attend the conference. The District is also going to hire an Educational Technology Trainer to help all staff and students with the best ways to utilize technology in the classroom.

District and campus based professional development will be held targeting the effective use of technology instruction during the district's in service days.

TEA Program Requirement 6: Applicant must describe how infrastructure is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The current infrastructure is adequate to support wireless connections throughout the three campuses. All campuses have wireless access. The District has already built into the 2014-2015 budget the funds necessary for additional wireless access points on the High School campus to ensure everyone has the access needed for effective online usage. Also, the district is in the middle of a large construction project and the new construction will have the requisite infrastructure to support the students' usage of devices.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID:

Amendment # (for amendments only):

TEA Program Requirement 7: Applicant must describe a plan for providing Internet access to the homes of students as needed. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The District will purchase 25 iPads with cellular capabilities and also contract with AT & T for unlimited data service for these iPads. The District decided on 25 iPads with the cellular capabilities due to the response from a survey the District conducted in November, 2013. At that time, 76% of the Elementary students and 89% of the High School students had internet service in their home. The District will also purchase about 20 wireless modems for the homes that have hardwire internet versus wireless access.

TEA Program Requirement 8: Applicant must describe how technical support is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The District has a Technology Director and two technicians. The Middle School staff has been using one-to-one devices for three years and are very effective with managing the devices, and each of the campus principals are working to develop a plan so a campus staff member can also assist with technology issues. With the addition of the Educational Technology Trainer position there should be adequate support for the program.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID:

Amendment # (for amendments only):

TEA Program Requirement 9: Applicant must describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will be in charge of the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The High School and Elementary Campuses will have a current staff member, the attendance clerk at the Elementary and the Librarian at the High School trained in the proper check in and check out of the devices. The devices will be secured under lock and key until checked out or upon check in. The devices will be checked out for three days at a time. If we find there are extra devices, we will extend the number of days the device can be check out before being required to be returned for the next student to utilize. In the case of competing need, an Administrator with knowledge of schedules will determine which student has the most immediate need and for how many days the device may be check out. When the device is checked back in, the staff member along with district technology staff will make sure the devices are in good condition and check the operation of the device. Our objective, along with the students that can BYOD, is that there would be enough devices so the students at the High School campus can retain possession of the device for the school year and would not have to check-out and check-in devices.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID:

Amendment # (for amendments only):

TEA Program Requirement 10: Applicant must describe how it will account for the technology lending equipment according to local policy, including providing insurance if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Upon receipt of the device, the serial number will be matched to all packing slips. The District will tag all devices when they are received by the District. All devices will be entered into the district's inventory system – WASP. Prior to issuance to any user, the user will receive training and sign acknowledgement documents on procedures including the responsible use and care of the equipment, responsible use of the district's digital resources, and the responsible use of the internet. Each and every time a device is issued and/or returned the tag will be examined and cross checked with the listing.

The District will purchase Apple Care for a 3 year period for a cost per unit of \$99.00 for a total cost to the grant of \$13,761 and will purchase a protective case for each device as well.

TEA Program Requirement 11: Applicants must describe the development and implementation of a *Technology Lending Agreement* to be signed by parents or guardians of the students and by the student. The agreement must address responsible use and care of the equipment, responsible use of the district's digital resources, and responsible use of the Internet. The agreement may incorporate an existing *Responsible Use Policy* by reference. The Technology Lending Agreement must verify that students receiving Internet access at home have a demonstrated grade level mastery of the Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills (TEKS). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Currently the District has an acceptable use policy and equipment usage policy for all students and parents in the lending program with TTIPS, at the Mary Harper Middle School. We will modify that agreement for the differences in the age groups and let the parents decide if their student is allowed to check out the devices for home usage or only for school use. The policy will require the acknowledgement that students receiving internet access at home have demonstrated grade level mastery of the Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills (TEKS).

Programmatically, the District will utilize the resources from CommonSenseMedia.org to work with students, parents, and teachers to continue to build digital citizenship.

For TEA Use Only

Changes on this page have been confirmed with:

On this date:

Via telephone/fax/email (circle as appropriate)

By TEA staff person: